LFU05 – Imaging of Latent Prints

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1. Scope

1.1. The purpose of this procedure is to provide all members with general guidelines related to the recording of images through digital imaging.

1.1.1. These images may be provided as a part of a supplemental discovery request for high resolution images, which may be used for analysis by an outside expert witness.

2. Background

2.1. To establish the practices for documenting the examination of evidence to conform to the requirements of the Department of Forensic Sciences (DFS) Forensic Science Laboratory (FSL) *Quality Assurance Manual*, the accreditation standards under ISO/IEC 17025:2017, and any supplemental standards.

2.2. The forensic imaging is to preserve the image as a permanent record by qualified personnel, and to protect the integrity of the evidence and other details relevant to all investigations.

3. Safety

3.1. Not applicable

4. Materials Required

4.1. Latent print photograph or digital image
4.2. Latent print lift card
4.3. Epson V700 Scanner
4.4. Mideo License, if applicable

5. Standards and Controls

5.1. File formats should be appropriate to ensure limited compression. Equipment should be set to record in RAW or TIFF (Tagged Image File Format)

6. Calibration

6.1. Images of latent print (s) should always include a scale to allow for one to one (1:1) calibration.

7. Procedures

7.1. The following steps are performed by the casework analyst, LFU technician or designee if high resolutions scans and/or Mideo images are requested for analysis by an outside expert:

7.1.1. High resolution scans, at 1200 ppi, of the front of each latent lift card will be scanned separately, saved as a TIFF file and labeled by the LIMS item number.

7.1.1.1. Scans of the back of the card and outside of the envelope will also be completed, but can be done at a lower resolution and saved as a PDF.

7.1.2. Known prints used for comparison in the case will also be scanned, from 500-800 ppi, saved as a TIFF file and labeled by PDID and/or individual name.

7.1.3. Images will be exported from the Latent Analysis request(s) in Mideo. All images within each of the following folders will be exported with the listed specification(s):

7.1.3.1. Comparison Data: Workspace with Overlay in a TIFF format

7.1.3.2. Exemplars: Image Only

7.1.3.3. Latents: (exported twice)

7.1.3.3.1. Workspace with Overlay in a TIFF format

7.1.3.3.2. Image Only

7.1.3.4. Lift Cards-Photos: Image Only

7.1.3.5. Verification: Workspace with Overlay in a TIFF format

8. Sampling

8.1. Not applicable

9. Calculations

9.1. Not applicable

10. Uncertainty of Measurement

10.1. Not applicable

11. Limitations

11.1. Not applicable

12. Documentation

12.1. Activity/Communication Log of requested scans
12.2. CD/DVD of digital scans

13. References

13.1. SWGFAST, Friction Ridge Digital Imaging

13.2. *Forensic Science Laboratory Quality Assurance Manual* (Current Version)

13.3. *FSL Departmental Operations Manuals* (Current Versions)

13.4. *FSL Laboratory Operations Manuals* (Current Versions)